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Approved For Release : CIA-RDP56-00071A000100020062-8

Comparison of Standard (Civil Service) and Foreign Service Leave Benefits

Standard (Civil Service) Leave Benefits

1. Rate of accrual

- (a) Annual leave accrues at the rate of 26 working days per year. Equivalent to 36 calendar days.
- (b) Sick leave accrues at the rate of 15 working days per year. Equivalent to 21 calendar days.

2. Maximum accumulation

- (a) The accumulated maximum of annual leave which may be carried into a new calendar year (with certain exceptions) is 60 working days. Equivalent to 84 calendar days.
- (b) The accumulated maximum of sick leave which may be carried into a new calendar year is 90 working days. Equivalent to 126 calendar days.

3. Granting of Annual Leave

- (a) An employee has a legal right to take leave which he would otherwise lose, without regard to the needs of the service.
- (b) Any or all leave accumulated may be granted at any time or place. Except that all leave earned in the U.S. in the calendar year 1950 must be taken before 30 June 1951 or forfeited (Public Law 789)

4. Lump Sum Payments for Leave

- (a) Lump sum payment for accumulated annual leave may be made upon termination or upon transfer to a position under another leave system.

Foreign Service Leave Benefits

1. Rate of accrual

- (a) Annual leave accrues at the rate of 80 calendar days per year. Equivalent to 42 working days.
- (b) Sick leave accrues at the rate of 15 calendar days per year. Equivalent to 10 working days.

2. Maximum accumulation

- (a) The accumulated maximum of annual leave which may be carried into a new calendar year is 180 calendar days. Equivalent to 120 working days.
- (b) The accumulated maximum of sick leave which may be carried into a new calendar year is 120 calendar days. Equivalent to 86 working days.

3. Granting of Annual Leave

- (a) An employee must take his leave at times and periods when his absence will not adversely affect the interests of the U.S. He does not have the right to take leave without regard to the needs of the service.
- (b) leave is limited to 30 calendar days per year, except that after a full year abroad, and thereafter in alternate years during the course of his tour of duty abroad, an employee may be granted an additional 30 calendar days of annual leave for use only in the U.S. Not more than 60 calendar days of leave may be granted at any one time except in the case of illness or under unusual circumstances.

4. Lump Sum Payments for Leave

- (a) Lump sum payment for accumulated annual leave may be made upon termination or upon transfer to a position under another leave system.

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